Multiple HCPS Students Accessing itslearning on a Shared Device

If you have more than one HCPS student sharing the same device, follow these steps:

Student #1

1. Using an Internet browser (Chrome recommended) Navigate to <u>start.hcps.org</u> and select the itslearning tile

Coffice 365	HCPS.org	SharePoint sites.hcps.org	Gunify	Teacher Access Center	its Learning
	Holt	realize	CLASSFLOW	CARNEGIE LEARNING	Follett Destiny Library Catalog
		Poline Testing	cess Center	padlet	

2. Login with HCPS credentials

Pk-2 username = StudentID@student.hcps.org / HCPS network password
3-12 username = Username@hcps.org / HCPS network password
Contact <u>user.support@hcps.org</u> if you do not know your child's username or password

PUBLIC SCHOOLS	
Sign in with your organizational account	
⊉student.hcps.org	×
Sign in	

3. At end of session, Sign out of itslearning and close the Internet browser

Aiden Aiden Aiden Student, Harford County Public Schools		
Edit profile		\times
	This site says	
a a a a a a a a a a a a a a a a a a a	You must close your browser window to sign out of itslearning	
🖉 ePortfolio	Important: You must also close all windows opened from inside itslearning. You must close all windows even if you have navigated away from itslearning!	
🖲 Sign out 🙎	ОК	I.

Student #2, 3, etc

- 1. Close any open Internet browsers. Open a new Internet browser (Chrome recommended)
- 2. Navigate to start.hcps.org and select the itslearning tile

Coffice 365	HCPS.org	SharePoint sites.htps.org	Gunify	Teacher Access Center	(its Learning
	Holt	realize	CLASSFLOW	CARNEGIE LEARNING	Foilett Destiny Library Catalog
		Poline Festing	cess Center	padlet	

Login with HCPS credentials (if previous student's credentials are shown, delete them using the X)
 Pk-2 username = StudentID@student.hcps.org / HCPS network password
 3-12 username = Username@hcps.org / HCPS network password
 Contact user.support@hcps.org if you do not know your child's username or password

PUBLIC SCHOOLS	
Sign in with your organizational account	
@student.hcps.org	×
Sign in	

4. At end of session, Sign out of itslearning and close the Internet browser



Troubleshooting: Student is not logged out, even after closing the internet browser

1. Clear the Internet browser's cache

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		History Downloads Bookmarks			Ctrl+J
		Zoom	- 1009	6 +	13
		Print Cast			Ctrl+P
Save page as	Ctrl+S	Find More tools	2	_	Ctrl+F
Create shortcut		Edit	Cut	Сору	Paste
Clear browsing data.	. Ctrl+Shift+Del	Settings			
Extensions		Help			

2. Clear the internet browser's History



3. Use an incognito window



- 4. Use a different internet browser (ie. Edge, Safari)
- 5. Switch Account (if different user profiles are set up on the device)

